

Children and Young People's Safeguarding Policy

Bellway p.l.c.

Document Control	
Owner:	Heidi Khoshtaghaza -Hay, Group HR Director
Executive Sponsor:	Simon Scougall, Chief Commercial Officer
Date of Approval:	February 2026
Responsible for Review:	Group HR Department
Date of Next Review:	February 2027

Table of Contents

Section	Title	Page
1.0	Key Contacts	3
2.0	Introduction	3
3.0	Applicable Regulatory Documents	3
4.0	Definitions	3
5.0	Aims	4
6.0	Roles and Responsibilities	4
7.0	Code of Conduct	4
8.0	Recognising Abuse	5
9.0	At-risk Groups	5
10.0	Responding to Disclosures	6
11.0	Training	6
12.0	Reporting and Escalation	6
13.0	External Agencies and Resources	6

1.0 Key Contacts

Designated Safeguarding Lead (DSL):

- Name: Caitlyn Brown
- Contact: caitlyn.brown@bellway.co.uk / 07779859337

Deputy Designated Safeguarding Lead (Deputy DSL):

- Name: Laura Cooper
- Contact: laura.cooper@bellway.co.uk / 07736673626

Deputy Designated Safeguarding Lead (Deputy DSL):

- Name: Matthew Fletcher
- Contact: matthew.fletcher@bellway.co.uk / 07773113632

2.0 Introduction

Bellway plc. and its group companies ('Bellway Group') are committed to safeguarding and promoting the welfare of children and young people (aged 16-18) who are employed by the organisation. We aim to provide a safe environment where their welfare is paramount.

In this policy, we refer to "the Company", which will be whichever company within the Bellway Group that employs employees affected by the policy.

This policy applies to all employees, contractors, and third parties working with or for Bellway.

3.0 Applicable Regulatory Documents

This policy is written in accordance with the relevant legislation detailed below and will be reviewed annually.

Relevant Legislation:

- Children Act 1989
- Children Act 2004
- Working together to safeguard children 2024
- Keeping children safe in education 2024
- Equality Act 2010

4.0 Definitions

- **Child:** Any person under the age of 18.

- **Safeguarding:** The action taken to promote the welfare of children and protect them from harm, including protection from abuse, neglect, exploitation, and ensuring safety in the workplace.
- **Abuse:** Any form of maltreatment, including:
 - **Physical Abuse:** Intentional harm such as hitting, shaking, or burning.
 - **Emotional Abuse:** Persistent emotional maltreatment causing severe effects on emotional development.
 - **Sexual Abuse:** Involvement in sexual activity they do not fully understand, consent to, or are coerced into.
 - **Neglect:** Persistent failure to meet basic physical and emotional needs.
- **Child Sexual Exploitation (CSE):** A form of sexual abuse where young people are manipulated or coerced into sexual activity, often in exchange for gifts or affection.
- **Child Criminal Exploitation (CCE):** Coercion or manipulation of children into criminal activities, such as drug trafficking through county lines.
- **Radicalisation:** The process by which a person comes to support terrorism or extremist ideologies.
- **FGM (Female Genital Mutilation):** A harmful cultural practice involving partial or total removal of external female genitalia, illegal in the UK.

5.0 Aims

- Protect children and young people from harm, abuse, and exploitation.
- Ensure all employees understand their safeguarding responsibilities.
- Comply with UK safeguarding legislation, including the Children Act 1989 and 2004, and Working Together to Safeguard Children (2018).

6.0 Roles and Responsibilities

- **Designated Safeguarding Lead (DSL):**
 - Oversee safeguarding practices and respond to concerns.
 - Liaise with external agencies where required.
- **All Employees:**
 - Be vigilant and report concerns to the DSL (see appendix 1).
 - Complete safeguarding training and follow this policy.

7.0 Code of Conduct

All employees must adhere to the following principles to maintain professional relationships and safeguard children and young people:

- Treat all young people with respect and dignity.
- Avoid, where possible, one-on-one situations where you cannot be observed or monitored.
- Do not use inappropriate language or make sexually suggestive comments.
- Maintain professional boundaries at all times.
- Do not engage in any behavior that could be misinterpreted as abusive or exploitative.

- Report any breaches of this code or concerns about others to the DSL immediately.

8.0 Recognising Abuse

All employees should be aware of potential indicators of abuse, exploitation, or harm, including:

- **General Signs:**
 - Unexplained injuries or frequent absences.
 - Changes in behavior, such as anxiety or withdrawal.
 - Poor hygiene or unsuitable clothing.
- **Specific Indicators:**
 - **Female Genital Mutilation (FGM):** Talking about "special ceremonies," difficulty walking, or reluctance to undergo medical examinations.
 - **County Lines:** Unexplained money, frequent travel to unfamiliar areas, or sudden changes in friends.
 - **Radicalisation:** Expressing extremist views, isolation, or significant changes in behavior.
 - **Child Sexual Exploitation (CSE):** Unexplained gifts, older partners, or staying out late.
 - **Child Criminal Exploitation (CCE):** Carrying weapons, large sums of cash, or involvement in theft or drug-related activities.
 - **Mental Health Concerns:** Self-harm, excessive worry, or extreme mood changes.

9.0 At-risk Groups

Whilst children and young people as a whole group are vulnerable, the following groups have been identified as most at risk of harm and/or abuse:

- Those with disabilities, including physical disabilities, learning difficulties and mental health conditions as defined by the Equality Act 2010.
- Children and young people in care or care leavers.
- Individuals who speak English as their second language.
- LGBTQ+ individuals.
- Children and young people who experience or have experienced any type of abuse.
- Refugees and asylum seekers.
- Individuals facing financial and social challenges.

In a workplace context, children and young people can face unique challenges that make them vulnerable:

- Young workers may experience inappropriate behaviour, exploitation or lack of proper supervision.
- They likely have limited knowledge of workplace procedures and rights.

10.0 Responding to Disclosures

When a young person discloses abuse or harm:

- **Do:**
 - Stay calm and listen carefully.
 - Reassure them they are not to blame.
 - Explain you need to share the information with the DSL.
 - Report the disclosure to the DSL immediately (see appendix 1).
 - Record the information factually and note the actual words used.
- **Do not:**
 - Promise confidentiality.
 - Ask leading questions or investigate.
 - Delay reporting or confront the alleged perpetrator.
 - Record your own opinion or thoughts.

11.0 Training

All line management employees and mentors who manage, supervise, or support employees under the age of 18 are required to undertake safeguarding training. This will consist of:

- Mandatory children and young people's safeguarding training during induction, completed before the young person starts employment.
- Mandatory refresher training every two years to ensure safeguarding knowledge remains current. Depending on the age of the employee, this may require adult safeguarding training; however, where a newly appointed employee is under 18, the Children and Young People's Safeguarding training must be completed.

12.0 Reporting and Escalation

- All concerns must be reported to the DSL immediately (see appendix 1).
- The DSL will:
 - Assess the concern and determine the appropriate action.
 - Liaise with external agencies (e.g., local authority or police) if necessary.

In emergencies where a child or young person is at immediate risk, employees should contact the police or local safeguarding team directly and inform the DSL.

13.0 External Agencies and Resources

If you are concerned about a young person or require additional support, the following agencies can help:

- **NSPCC (National Society for the Prevention of Cruelty to Children):**
 - Website: www.nspcc.org.uk
 - Helpline: 0808 800 5000

- **Childline (for children and young people):**
 - Website: www.childline.org.uk
 - Helpline: 0800 1111
- **Local Safeguarding Team:**
 - Contact your local authority's safeguarding team for advice and referrals.
- **UK Safer Internet Centre:**
 - Website: www.saferinternet.org.uk
 - Helpline (for professionals): 0344 381 4772
- **Police (Emergency):**
 - Call 999 if a young person is in immediate danger.
- **Forced Marriage Unit:**
 - Website: Forced Marriage Unit
 - Helpline: 020 7008 0151
- **The Samaritans (Mental Health Support):**
 - Website: www.samaritans.org
 - Helpline: 116 123

Appendix 1

Safeguarding Concern Report Template

1. Date of Report:

- *[Date when concern was raised]*

2. Concern Raised By:

- *[Name of the person reporting the concern]*
- *[Job Title / Role]*
- *[Contact Information]*

3. Victim(s) Involved:

- *[Name(s) of individual(s) involved, if appropriate to share]*
- *[Age(s)]*
- *[Gender, if relevant]*
- *[Any other identifying details (if necessary)]*

4. Concern Details:

- *[Detailed description of the safeguarding concern]*
- *[When did the incident occur?]*
- *[Where did the incident occur?]*
- *[Any immediate action taken?]*

5. Action Taken:

- *[Describe steps taken after the concern was raised]*
- *[Was the concern escalated to any authorities or safeguarding teams?]*